

POLICY
TENNESSEE MASSAGE LICENSURE BOARD

LAPSED LICENSE

The Board for Massage Licensure recognizes that an individual may inadvertently allow his/her license to expire. However, statute prohibits an individual from working unless he/she has an active and unrestricted license. While the Board does not condone an individual working on an expired license, recognition is given to the fact that the problem does exist. As such, the Board has adopted the following procedures for reinstatement of an expired or administratively revoked license.

- Immediately upon recognition that his/her license has expired, the individual must stop practicing and contact the board's administrative office to request a reinstatement application.
- Upon receipt of the reinstatement application, the individuals are to complete the application in its entirety, providing a detailed work history since the license expiration date. The application is to be signed, notarized, and returned to the board's administrative office along with any additional information and all fees specified in the instructions.
- Upon receipt of a completed reinstatement application, supporting documentation, including continuing education, and fees, the board administrator may immediately reinstate a license, which has been in an expired status for less than three (3) months.
- If the reinstatement application received reflects in the work history that the individual has worked in excess of three (3) months but less than nine (9) months on an expired license, the board will present to the licensee an Agreed Citation which specifies payment of a civil penalty in the amount of \$100 per month for every month worked in excess of three (3) months up to eight (8) months from the expiration date.
- If the reinstatement application received reflects in the work history that the individual has worked in excess of nine (9) months but less than twelve (12) months on an expired license, the board will present to the licensee an Agreed Citation which specifies payment of a civil penalty in the amount of \$250 per month for every month worked in excess of nine (9) months up to twelve (12) months from the expiration date. Upon reinstatement, the licensee will be placed on probation until the next renewal period.
- If the reinstatement application received reflects in the work history that the individual has worked in excess of twelve (12) months on an expired license, the licensee will be invited to appear before the Board or its application review committee, who will make a recommendation as to whether to reinstate the license and, if so, what civil penalties will be required prior to reinstatement.

- If the licensee refuses to execute the Agreed Citation and remit the civil penalty described therein within sixty (60) days of the date of the Agreed Citation, the licensee shall be invited to appear before the Board or its application review committee.
- The licensee shall be notified that all Agreed Citations prepared in accordance with this policy shall be reportable on the Department of Health's website, its disciplinary action report issued in the month the action is taken and to all appropriate federal databanks including the National Practitioner Data Bank (NPDB).

Adopted by the Tennessee Massage Licensure Board on November 3, 2015.